

Commissioners: Jeffrey Adler, Katherine Grier, Cynthia Holdren, Jim McGowan, Greg Temple, Paul Weitzel
Mayor: Fletcher Fosque | **Town Manager:** Matt Spuck

Planning Commission
October 6, 2025.
6:00 PM Town Council Chambers
Agenda

Call to order.

Attendance.

Approval of September 8, 2025, minutes

Call to order and explanation of the meeting process this evening.

Information session with Tree Board, Waterfront Committee, and citizen "no-spray" group

Public comment regarding rezoning application 85A3-A-29A

PC deliberation and vote on the rezoning application recommendation to the Town Council

Discussion of data collection and assessment for the Comprehensive Plan; first draft of a table of contents

Announcement of vacancy on the Planning Commission

Commissioner statements

Town manager report

General public comment

Commissioners' comment

Adjourn

Town of Onancock
Planning Commission Meeting
Monday, September 8, 2025
6:00 PM

- 1) **Call to Order** – Chairperson Grier called the meeting to order at 6:00 PM.

- 2) **Attendance** - Commissioners Jeff Adler, Cindy Holdren, John Labadie, Jim McGowan, Greg Temple, Paul Weitzel and Chairperson Kasey Grier were present. Town Manager Matt Spuck and Town Clerk Debbie Caton were also present. A quorum was established. Commissioner John Labadie left the meeting at 7:03 PM.

- 3) **Approval of August 4, 2025, meeting minutes.** – Commissioner Weitzel moved to approve the meeting minutes. Commissioner Temple seconded the motion. The motion passed with a 6-0 vote.

- 4) **New Business**

- Onancock Tree Board, Local Mosquito Group, Water (Greg Temple) –
 - The Onancock Tree Board – did not give a presentation at the meeting.
 - Local Mosquito Group - did not give a presentation at the meeting.
 - Water (Greg Temple) – Commissioner Temple spoke to storm water management as it pertains to the Comprehensive Plan. He discussed the Chesapeake Bay Preservation Act and improving the health of the three branches of the Onancock Creek.

- **Public Hearing:** Chairperson Grier read an introduction to the hearing. (See full introduction attached.) The public hearing opened at 6:23 PM. – The Planning Commission, by majority vote, approved a motion made and seconded at its August 4, 2025, meeting to hold a public hearing on the application filed by Atlantic Group and Assoc., Inc to rezone the 27.33 acres located within town limits on the north side of Market Street and the west side of Fairgrounds Road (85A3-A-29A) from B-2 (Business Highway) to R-2 (Residential-Multi- Family.)

The following public comments were recorded:

- Jay Miller – Mr. Miller does not support the rezoning application.
- Dana Simson – Ms. Simson understands there needs to be more housing but also thinks it is important to slow down and give more thoughtful planning to the growth.
- Scott Schrieber – Mr. Schrieber voiced his opposition to the rezoning application. IF the Planning Commission is inclined to approve, he thinks the Planning Commission should approve the final plans from the developer.

**Town of Onancock
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6:00 PM**

- Priscilla Hart – Ms. Hart is disappointed to not have learned more about the project from the representative at the meeting. Ms. Hart thinks work force houses may not be a necessity at this time.
- Karen Gravelle – Ms. Gravelle is not opposed to more development but has concerns about the type of homes in the new development. She agrees with Mr. Schrieber’s earlier comment that the Planning Commission should see the final plans.

The public hearing closed at 7:03 PM.

5) **Town Manager report** – Town Spuck presented the Staff report. (The full report is part of the Planning Commission packet)

6) **General public comment** –

7) **Commissioner’s comment** –

- Commissioner Adler – no comments.
- Commissioner Holdren – Commissioner Holdren stated that she also sits on the Town Council. In addition, Councilmember Sarah Nock is also in attendance at tonight’s meeting. All pertinent information will be passed along to the Town Council.
- Commissioner Labadie – no comments.
- Commissioner McGowan – Commissioner McGowan thanked everyone for attending the meeting. It is important to hear public comments.
- Commissioner Weitzel – Commissioner Weitzel thanked everyone for attending the meeting. Commissioner Weitzel asked, “what is it you want to see for development.”
- Commissioner Temple – Commissioner thanked everyone for attending the meeting. He stated the Planning Commission does value the input from the residents and thoughtful planning should go into deciding about the rezoning application.
- Chairperson Grier – Chairperson Grier wanted to assure the audience that transparency is particularly important to her and the Commissioners. All information will be updated as it becomes available.

**Town of Onancock
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Monday, September 8, 2025
6:00 PM**

- 8) **Adjourn** – Commissioner Weitzel moved to adjourn the meeting. Commissioner Temple seconded the motion. The motion passed with a 6-0 vote. The meeting adjourned at 7:12 PM.

INTRODUCTION TO HEARING 8 SEPT 2025. Before the Planning Commission convenes this public hearing, let me set the stage with a few comments. First, many thanks for attending and participating. This public hearing is for the purpose of collecting public opinion and questions regarding the proposed rezoning application by Atlantic Group and Associates. Their request (85-A3-A-29A) asks the Town of Onancock to rezone 27.33 acres located within, but on the edge of, the town limits from B-2 (Business, Highway District) to R-2 (Multifamily Residential District). If you have not signed up to make a comment, please do it now – you can always pass if you decide you do not want to speak.

I am also collecting email comments from citizens who are unable to attend the meeting and wish to have their thoughts become part of the public record. My town email address is kaseygrier@onancock.com. It is also listed on the town website. I will collate the emails received into one document that will become part of the public record. I will include your name but will not make your email address public. Please include your Onancock street address in your message. I've already received my first email, forwarded from Commissioner Holdren.

Atlantic Group & Associates have sent a representative to make a short presentation about their application to start this hearing. It's a quick review for the commissioners and will create a second public record of their plans for the purposes of our evaluation. After their presentation, we will move on to your public statements and questions for the Planning Commissioners and the developer. At that time, if you have not signed up to comment, you will be able to add your name to the list.

The Planning Commission will evaluate the application, all citizen comments, our zoning ordinances and other relevant material and will vote on the application at our October meeting. You are welcome to attend this and all future Planning Commission meetings.

Finally, if you are here to speak about boundary adjustment for the property adjacent to Libert Street, this is the wrong hearing! You have two opportunities to comment: at the County Supervisors meeting on September 17 and the Town Council meeting on September 23.

*Commissioners: Jeffrey Adler, Katherine Grier, Cynthia Holdren, John Labadie, Jim McGowan, Greg Temple, Paul Weitzel
Mayor: Fletcher Fosque | Town Manager: Matt Spuck*

TO: Onancock Planning Commission
FROM: Matt Spuck, Town Manager, Zoning Administrator
Date: July 29, 2025
Re: Eller Property Rezoning Application (85A3-A-29A)

Dear Commissioners,

The Town has received an application to rezone parcel ID 85A3-A-29A from B-2 (Business highway) to R-2 (Residential, Multi-Family). This Staff Report addresses the application made to the Planning Commission.

Background

The applicant requests that the 27.33 acres located on the north side of Market Street between Boundary Avenue and Fairgrounds Road be rezoned from B-2 to R-2, with the possibility of developing the property into a housing development consisting of town homes and apartments.

Existing Conditions:

Zoning: B-2, Business Highway
Use: Vacant/Agricultural
Size: 27.33 acres
Adjacent Zoning:
North: R-1C, Residential, small lot
South: Market Street, four lanes, B-2 (laundromat and car wash)
East: B-2 (dentist office – vacant), R-1A (residential, large lot), Fairgrounds Rd.
West: B-2 (hand car wash), R-2 (residential, multifamily)

Comprehensive Plan Designation:

The Comprehensive Plan in place is silent on this specific parcel. Still, in the Housing Goals and Actions Section, the Planning Commission directs the town to “Encourage and promote the development of affordable middle-class long-term rentals.”

Applicant’s Stated Intent:

After the rezoning, the applicant may seek a variance for the minimum lot size that is “more appropriate” for the type of proposed housing. Currently, the town code (38-112) requires 16,000 square feet as a minimum lot size for townhouses and 20,000 square feet for an apartment building containing six units. The first conceptual site plan shows 34 apartments and 95 townhouses.

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Review Criteria:

Consistency with the Comprehensive Plan:

- The Comprehensive Plan is silent regarding future land use for this parcel.
- The Comprehensive Plan states a goal for the town to “develop affordable middle-class long-term rentals.”

Zoning Compatibility:

- The property is adjacent to residentially zoned parcels on the north, east, and west.

Adequacy of Public Facilities:

- The parcel is within the distribution and collection systems of the town’s drinking water and wastewater systems. Both systems can accept this number of new units.

Traffic and Access:

- The ingress and egress for the development would be located on Market Street.
- VDOT performed a Trip Generation Report for this possible future use and the development across Fairgrounds Rd (Duncan Manor (252-unit proposal to Accomack County, as this parcel is outside both adjacent incorporated towns).
 - The trip study shows the impact of a developed parcel under both the current and requested zoning. The parcel is currently vacant, so this study assumes that the property will be developed either as a business (small shopping center) or residential (129 units). With those assumptions, the developed property would generate significantly fewer trips than a small shopping center would.

Environmental Impacts:

- The east side of the property is located within the Chesapeake Bay Preservation Act (CBPA) 100’ RPA (Resource Protection Area). The DEQ (State Department of Environmental Quality) will review all site plans to ensure the integrity of the RPA.

Staff Recommendation:

- The review of the criteria alone indicates that the project should be approved.
 - Consistency with the Comprehensive Plan
 - Contiguous to similarly zoned land use parcels
 - Adequacy of public utilities and infrastructure
 - Fewer Trips compared to a developed business use
 - Close to RPA, but preliminary site plan shows adequate separation and setback
- Intangible Items to Consider
 - There is more to consider in rezoning than only the review criteria:
 - One-off high-density zoning could be construed as spot zoning
 - Is the new development compatible with the current Onancock housing?
 - Considering the nearby development (870 Exmore, 252 Duncan Manor, 465 Coastal Square) of 1,587 housing units, will another 129 cause a market saturation?
 - Previous in-town developers adhered to existing zoning limitations; would a new, higher-density enumeration seem equitable?
- Given the alignment with review criteria and considering the intangible impact on the town, the staff is reluctant to make a recommendation at this time.

Next Steps

- Schedule the required Planning Commission public hearing

DATE	DESCRIPTION

BAYSIDE VILLAGE

Overhead, Virginia
Accomack County

Atlantic Group
A American, Inc.

4004 Old Ocean City Boulevard
Belle Mead, NJ 08824
Tel: (908) 829-1719
Fax: (908) 829-1719
www.atlanticgroup.com

Conceptual
Residential
Site Plan

C-100



Site Data

Site Area: 10.5 Acres
 Zoning: R-10
 Subdivision: 100' x 100' Grid
 Easements: 10' Utility Easement
 10' Setback Easement
 10' Right-of-Way Easement

Site Conditions

Topography: Flat
 Soils: Sandy
 Vegetation: Sparse
 Utilities: Water, Sewer, Gas, Electric



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Trip Generation Rates - ITE 11th Edition

Land Use (Source)	Formula/Rate	Directional Distribution					
		AM Peak Hour		PM Peak Hour		SAT Peak Hour	
		In	Out	In	Out	In	Out
Single-Family Detached (ITE-210)	AM Peak Hour Trips = 0.70 x Units PM Peak Hour Trips = 0.94 x Units Sat. Midday Peak Hour Trips = 0.92 x Units Daily Trips = 9.43 x Units	25%	75%	63%	37%	54%	46%
Free-Standing Discount Superstore (ITE-813)	AM Peak Hour Trips = 1.86 x ksf PM Peak Hour Trips = 4.33 x ksf Sat. Midday Peak Hour Trips = 7.61 x ksf -392.74 Daily Trips = 50.52 x ksf	56%	44%	49%	51%	50%	50%
Fast Food Rest. w/Drive-Thru (ITE-934)	AM Peak Hour Trips = 44.61 x ksf PM Peak Hour Trips = 33.03 x ksf Sat. Midday Peak Hour Trips = 55.25 x ksf Daily Trips = 467.48 x ksf	51%	49%	52%	48%	51%	49%
Single-Family Attached (ITE-215)	AM Peak Hour Trips = 0.52 x Units - 5.70 PM Peak Hour Trips = 0.60 x Units - 3.93 Ln(Sat. Midday Peak Hour Trips) = 0.82 x Ln(Units) + 0.43 Daily Trips = 7.62 x Units - 50.48	25%	75%	59%	41%	48%	52%
Shopping Center, >150 ksf (ITE-820)	AM Peak Hour Trips = 0.59 x ksf + 133.55 Ln(PM Peak Hour Trips) = 0.72 x Ln(ksf) + 3.02 Ln(Sat. Midday Peak Hour Trips) = 0.76 x Ln(ksf) + 3.00 Ln(Daily Trips) = 26.11 x ksf + 5863.73	62%	38%	48%	52%	52%	48%

Trip Generation for Duncan Manor and Bayside Village

Land Use	Size	AM Peak Hour			PM Peak Hour			Saturday Peak Hour			Daily
		In	Out	Total	In	Out	Total	In	Out	Total	
Duncan Manor											
Proposed Zoning											
Single-Family Detached	112 Units	21	62	83	70	41	111	57	49	106	1120
Duplex (One Over One)	140 Units	17	50	67	47	33	80	42	46	88	1016
Total	252 Units	38	112	150	117	74	191	99	95	194	2136
Existing Zoning											
Free-Standing Discount Superstore	175,000 Sq. Ft.	183	143	326	371	387	758	469	470	939	8841
Pass-by Trips (AM:29%, PM: 29%, SAT: 21%)		-53	-41	-94	-108	-112	-220	-98	-99	-197	-2564
New Trips		130	102	232	263	275	538	371	371	742	6277
Fast Food Rest. w/Drive-Thru	10,000 Sq. Ft.	227	219	446	172	158	330	282	271	553	4675
Pass-by Trips (AM:50%, PM: 55%, SAT: 55%)		-114	-110	-224	-95	-87	-182	-155	-149	-304	-2478
New Trips		113	109	222	77	71	148	127	122	249	2197
Total Trips		243	211	454	340	346	686	498	493	991	8474
Trip Difference (Proposed - Existing)		-205	-99	-304	-223	-272	-495	-399	-398	-797	-6338
Bayside Village											
Proposed Zoning											
Townhouses/Duplex	129 Units	15	46	61	43	30	73	40	43	83	933
Existing Zoning											
Shopping Center, >150 ksf	300,000 Sq. Ft.	193	118	311	598	647	1245	797	736	1533	13697
Pass-by Trips (AM:29%, PM: 29%, SAT: 29%)		-56	-34	-90	-173	-188	-361	-231	-213	-444	-3972
New Trips		137	84	221	425	459	884	566	523	1089	9725
Trip Difference (Proposed - Existing)		-122	-38	-160	-382	-429	-811	-526	-480	-1006	-8792

Notes: Pass-by trip percentages based on ITE Trip Generation Manual, 11th Ed.



Handwritten mark resembling the number 8.

ONANCOCK

A LITTLE SLICE OF NOWHERE ELSE

Town of Onancock REZONING APPLICATION

All requests for land use changes or development require this application.

Project Name: Eller Property

Street address:

Parcel ID (all): 85A3-A-29A

Current Zoning Classification: (B-2)

Proposed Zoning Classification: R-2

Project Description

Include location of request, Tax Map Number(s), parcel size, ingress/egress, infrastructure description, and any other pertinent information. Attach additional documents if necessary.

Rezone approximately 27.33 acres from B-2 to R-2. Owner/Applicant also seeks a minimum lot size variance to accommodate more appropriate lot sizes as illustrated on the concept plan.

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Property Owner (Applicant) Information:

Owner Name: Matt Odachowski

Mailing Address: 201 Belt Street Snow Hill, MD 21863

Phone No 443.783.1373

E-mail matt@royalplus.com

Representative Information :

Firm Name: Atlantic Group & Assoc. Inc

Main Office No: 410.629.1160

Address: 10044 Old Ocean City Blvd. Berlin MD 21811

On-Site Supervisor:

Cell:

Business License #:

E-mail:

Est Start Date:

Est
Finish
Date

Advertising Details

<input type="checkbox"/>	1	Eastern Shore Post - First Date Advertised - _____
<input type="checkbox"/>	2	Eastern Shore Post - Second Date Advertised - _____

Planning Commission Hearing Details

<input type="checkbox"/>	1	Planning Commission Hearing Date: _____ Planning Commission Action
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Town Council Hearing Details

Town Council Hearing
Date:
Town Council Action

For Town Use ONLY:

Facility Charge Information

The fee for a rezoning application and process is \$250 plus advertising costs.

Project Submittal Application

I, _____, certify that this office has received the required survey plat and/or site plans attached to this application for the referenced property, and they are currently under review and being field verified.

Name: _____

Position Title: _____

Signature: _____

Date: _____

Permit Approval

I, _____, certify that the application and its submittals have been reviewed against current code and field verified and I approve the application for the Town of Onancock to begin its building permit and inspection process.

Name: _____

Position Title: _____

Signature: _____

Date: _____

Jurisdiction: _____

Permit Denial

I, _____, certify that the application and its submittals have been reviewed against current code and field verified and I deny the application for the reasons detailed below.

Name: _____

Position Title: _____

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Signature
Jurisdiction
Reason for denial

Date

Submittal Signature

Applicant

Representative

Name Atlantic Group & Assoc. Inc.

Name Chris Carbaugh

Address 10044 Old Ocean City Blvd Berlin, MD

Address 10044 Old Ocean City Blvd Berlin MD

Title Managing Partner

Title Managing Partner

Signature 

Signature 

Date 4/28/2025

Date 4/28/2025



Commissioners: Jeffrey Adler, Katherine Grier, Cynthia Holdren, John Labadie, Jim McGowan, Greg Temple, Paul Weitzel
Mayor: Fletcher Fosque | **Town Manager:** Matt Spuck

Onancock Planning Commission. Eller rezoning questions – draft 30 June 2025

1. What other residential projects have you built on the Eastern Shore of Virginia?

To date, the Odachowski Group (Owner) has not built any residential projects on the Eastern Shore of Virginia.

2. Where is a similar residential project located that we could look at?

The closest similar project is a section within Bay Creek in Cape Charles known as the Fairways that includes townhomes and duplex units.

3. How many dwelling units are proposed? What is the planned design style of the buildings?

As specified on the Concept Plan provided, the "maximum" number of dwellings would be 129 units. The plan illustrates 95 fee simple townhouse units and 34 fee simple duplex units.

4. What is the smallest number of units that the developer is willing to build?

It is the goal of the property owner to efficiently utilize the property with sufficient fee simple lot areas to accommodate typical townhouse and duplex units, required setbacks, ample community open space, and community amenities. We are confident the plan provided accomplishes these goals. The proposed density is 4.67 units per acre that is considered low density for a multi-family type project. The owner respectfully requests the Town consider permitting 129 units on the property.

5. Will the units be for purchase and/or rental? If rental units, will short-term rentals be allowed? What is the formula for affordable housing? How does this translate into number of units and pricing? Will there be a homeowners' association?

The plan is for the units to be for purchase. It will be up to Town codes and ordinances as to whether any home purchased in the development could be rented after purchase, including short term rentals.

Virginia Housing defines workforce housing to be affordable to a region's workforce and workers in the region. These workers typically include a region's essential workers such as teachers, emergency personnel, nurses, utility workers, service/retail workers, etc. Workforce housing can be housing that is available between 60% to 120% of the average monthly income (AMI). Some recent programs extend this

percentage to 150%. The average monthly income for Accomack County households is around \$57,500. Units that can be purchased and result in a monthly payment not exceeding 30% of the purchaser/ renters AMI can classify as workforce housing.

The community would have a homeowners association.

6. What is the estimated daily traffic flow into and out of the property? Will there be more than one way in and out of the development?

There is only one access point proposed for the development. Below is the trip generation chart...

Trip Generation Rates - ITE 11th Edition							
Land Use (Source)	Formula/Rate	Directional Distribution					
		AM Peak Hour		PM Peak Hour			
		In	Out	In	Out		
Single-Family Attached (ITE-215)	AM Peak Hour Trips = 0.52 x Units - 5.70 PM Peak Hour Trips = 0.60 x Units - 3.93	25%	75%	59%	41%		
Trip Generation for Bayside Village							
Land Use	Size	AM Peak Hour			PM Peak Hour		
		In	Out	Total	In	Out	Total
Bayside Village							
Townhomes/Duplex	129 Units	15	46	61	43	30	73

7. Will the internal roads be public or private? If private, who will maintain the roads (plow the snow, repair potholes, keep storm ditches and drains clear)?

We anticipate internal road will be private and maintained by the Homeowners Association.

8. Will there be a sidewalk or path along Market Street into the development?

We anticipate a sidewalk along Market Street along the frontage of our project.

9. Will there be internal sidewalks for the units?

As illustrated on the provided plan, all internal roads will have sidewalks.

10. How many parking spaces will be provided for residents and visitors?

As specified on the provided plan, all units have been provided two parking spaces. An additional ten parking spaces have been provided at the community clubhouse.

11. How will the storm water be collected, treated and discharged? With the creek on the edge of the property, water /wetlands management is an issue. There also seem to be two retention ponds on the initial rendering. How do you plan to abate mosquitoes in these?

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Stormwater would be collected by various practices including storm drains, swales, and pipes and be directed to stormwater BMP's. Upon meeting stormwater quantity and quality requirements, the ultimate discharge will be to Onancock Creek. DEQ recommends practices to abate the risk of mosquitoes that includes vegetation and pond aeration (fountains).

12. The property abuts the North Branch of Onancock Creek, which is part of the Chesapeake Bay Preservation area. How do you plan to maintain the required 100' buffer setback and protect water quality flowing into the North Branch and Onancock Creek?

We understand the property abuts Onancock Creek and is subject to a 100' RPA Buffer. Our environmental consultant has delineated this buffer and no building will occur within the buffer.

13. What type of vegetation is in the landscape plan? Do you have plans to retain trees? How much green space will there be? Who will maintain it?

As conceptually illustrated on the provided plan, substantial landscaping would be proposed to include native plant material appropriate for this climate. The plans provided illustrate how existing vegetation would be retained where possible. A minimum of 30 percent of the site area will be retained as open space. The homeowners association shall be responsible for maintaining community open space.

14 Can the units be grouped with more space between them than in the drawing included in the application? Clusters of fewer units seem more in keeping with the character of the town.

The plan provided illustrates a minimum of 25' between buildings. The zoning ordinance for the R-2 District states that minimum setback shall be a minimum of ten feet and a total width of the two required side yards shall be 25 feet.

15. Assuming that the property is rezoned and the questions above resolved, what would be an estimate for the owner's timeframe for development and completion?

The estimated start of development would be within 180 days of approval of construction plans, but would be subject to contractor availability and other factors.

16. If the land is not rezoned residential, what is your plan for the land?

As discussed, there is no commercial interest in the property therefore the land would likely remain vacant. Commercial inquiries tend to find the Route 13 corridor or Downtown Onancock a more desirable location. A vacant property within the town not only is a loss in potential tax base, but a property being under utilized that could address a known housing need. Additional residents within the town would also better support the town businesses.

17. If the town were to require a 5,000 square feet minimum lot size per unit, how many units could you fit and still meet setback, RPA, and stormwater requirements?

This question is difficult to answer without preparing such plan.

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18. What is the minimum number of units for you to consider this project?

We respectfully request the Town permit a density that would be permissible under the R-2 Zoning District. The code states that minimum lot accommodating townhomes must be 16,000 square feet

Assuming a clustered lot depth of 125' and lot width of 128' (16,000 sq.ft.), this lot area will accommodate (5) 20' wide x 65' deep units while meeting setback requirements.

The land mass required to accommodate 129 units would equate to approximately 9.5 acres.

The math is as follows...

$$129 \text{ units} / 5 \text{ clustered units or lots} = 25.8 \text{ (16,000 sq. ft. lot area)}$$

$$25.8 \times 16,000 \text{ sq. ft.} = 412,800 \text{ sq. ft. or } 9.47 \text{ acres.}$$

Based on these calculations, much more density could be obtained on the 27.62 acres, but the owner has agreed to cap the number of units by proffer to 129 with this rezoning.